

Toll Free:



**877-285-8605** 



# **Colonial Stock Transfer**

Colonial Stock Transfer offers professional and personalized stock transfer agent services to public and private companies throughout the world.

# **About Us**

Colonial Stock Transfer Company, Inc. is a <u>stock transfer agent</u> headquartered in the historical stock exchange district in Salt Lake City. Colonial provides transfer agent and issuer compliance services to public companies listed on the NYSE, NASDAQ, OTC Bulletin Board, and Pink Sheets and offers a full suite of services for privately-held companies. Colonial also specializes in REITs that are large enough to need a transfer agent or may plan on becoming public in the future. Established in 1987, Colonial provides issuers and shareholders the most professional, cost effective and innovative services in the industry by going beyond standard transfer agency agendas and incorporating a more personal touch with competent, efficient employees and unmatched customer service.

We provide first class transfer agent services combined with cost saving efficiencies through both "a la carte" and monthly plans to help large and small issuers save money. Our shareholder computer system is maintained on a secure database with network and firewall encryption. We maintain historical and backup data at a secure off-site data center. Records are kept completely confidential, available only to those who have been authorized in writing. View our Privacy Policy.

Colonial Stock Transfer maintains a financial institution bond and has been registered with the Securities and Exchange Commission in good standing since its opening in 1987. We maintain full compliancy with the SEC, IRS, and all applicable regulatory agencies. The firm is a DTCC FAST and DRS agent participant and are active members of the Securities Transfer Association (STA)

# **Transfer Agent Services**

In an increasingly complex business world, Colonial Stock Transfer can save you and your shareholders money while providing the most professional, cost effective and innovative transfer agent services. Our services span internet, telephone and paper channels and are designed to be transparent to the end investor — from initial client inquiry through to fully customizable outputs.

We can be your single partner for recordkeeping, SEC reporting, annual meeting services, shareholder communications and corporate actions, tailoring our services to directly meet your needs. Our flexible, consultative approach is designed to identify the right mix of solutions, with only the services you need—supported by a first class service delivery model.

### **Client Benefits:**

Turn to Colonial Stock Transfer for stock transfer agent services and benefit from:

- Internet Account Access
- First Class Personalized Service
- Cost Saving Efficiencies
- Live Representatives
- Real Time Reporting
- Online Proxy Meeting Management
- Increase Company Exposure
- Electronic or Paper Certificate Issuances
- Dependable Compliance with Proprietary Systems
- Same Day Turnaround Times



#### **Shareholder Services**

Our shareholder services section has been provided to help shareholders understand our role as a stock transfer agent and the stock transfer process. Details of many of the services we perform are specifically outlined. You can find information about stock transfers, restriction removals, how to report a lost certificate, how to change your address, and how to vote your proxy online.



#### **Issuer Services**

Colonial provides stock transfer agent services for many companies of varying sizes, public and private, domiciled both nationally and internationally, and minor and major stock exchange listed companies. Our special niche in the stock transfer agent industry is the personalized and professional service that we provide for both the corporation and its shareholders. Our staff is friendly, knowledgeable and very competent in handling your most important transactions. We are very accomposating and flexible in meeting any special requirements that you may have. Our corporate fees are extremely competitive and our turnaround time is well above the industry standards.



#### **SEC Filing Services**

Since 1993, the SEC has required issuers to file periodic reports on the EDGAR (Electronic Data Gathering, Analysis, Retrieval) filing system. We convert electronic and paper documents into the SEC's standard EDGAR format according to the SEC's filing rules. The SEC requires all documents to be filed in compliant HTML and XBRL formats. Here are some of the services that we offer:

- Conversion of documents into EDGAR ASCII, HTML, or XBRL formats.
- Scan/OCR paper copy to EDGAR ASCII and/or HTML format.
- Filing of all EDGAR form types
- Conversion of EDGAR filings back to Word, suitable for printing (free with purchase of initial filing).

## **Contact Us**

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